

Back to Basics Charter School Foundation, Inc.
Board of Directors Meeting
Wednesday, April 11, 2018
Room 208

In attendance: Ms. Lynne Volpe, Ms. Alba Mas, Mr. Gil Schisler, Ms. Tahvia Shaw, Mrs. Ruby Anderson, Mr. Todd Amaden, Mrs. Carol Hines-Cobb, Mrs. Creah Demps, Mrs. Tiffany Sperry, Mr. Steve Conover

Absent: Lew Kirk, PhD, Mr. Greg Mesaros, Mrs. Karan Orbegoso

Call to Order – Ms. Alba Mas called the meeting to order at 6:00PM.

- **Public Comment on Agenda Items** – There were no comment from those attending on the agenda items.
- **Approval of the February 14, 2018 Minutes** – Ms. Mas asked for approval of the minutes. Mr. Schisler moved for approval; seconded by Mrs. Hines-Cobb. The board then voted unanimously to approve the minutes.

Treasurer's Report – Mr. Gil Schisler (Attachment #1)

Principal's Report – Ms. Tahvia Shaw (Attachment #2)

Faculty Report – Mr. Steve Conover (Attachment #3)

PRA Report

- **FSA Testing Breakfasts:** breakfast provided to the students on FSA testing days beginning Monday, April 16th. Food donations are being received this week. PRA will pre-bag items so that they are ready to serve (i.e. bagels/cream cheese packets). A sign up went out for volunteers. All slots were filled.
- **Trot thru the Terrace:** working with Sandi Lake, administration, Gil Schisler and the board to begin the planning for this event. Mr. Schisler has prepared the sponsorship and marketing packages. The finance committee has begun work on acquiring sponsorships. Ward Mitchell has agreed to be the title sponsor again this year. Mr. Schisler has also contracted with the police department for personnel to be available on race day. Sandi has set up Run SignUp and registration is now live. Several runners have signed up.
- **Upcoming events:** Teacher appreciation, summer events, and the final 2 PRA meetings of the year. Next meeting will be Thursday April 12 @ 8:35 am.

Committee Reports

- **Development and Finance Oversight** – Mr. Gil Schisler reported.
 - Trot thru the Terrace: Secured several sponsorship levels: 1 Title, 4 Gold, 5 Silver, Approximately 2 dozen Patrons. 650 runners is minimum goal. Committee is organizing children activities.
- **Governance** – Mr. Lew Kirk reported none.
- **Building** – Ms. Mas reported none.

➤ **Academic and Standards** – Ms. Lynne Volpe reported.

- Exploring solutions for 1st semester failures and credit recovery programs
- Administration requesting quotes for online programs and licenses
- Finance committee is committed to fund the credit recovery program for next school year.

New Business

➤ **Annual Give Day Event**

- Scheduled for May 1st
- New this year - donations can be collected 2 weeks prior and counted toward Give Day goal
- Abby Boyce, TCMS parent volunteer, is leading the social media effort along with Ruby Anderson and Samantha Kahn
- Leverage Facebook campaigns to showcase the school
- Share on social media, email, and text. Reach out to alumni, community, and corporations.

Old Business - None

Public Comment - None

Adjournment – Ms. Alba Mas called for a motion to adjourn the meeting at 7:00 pm. Mr. Schisler motioned; seconded by Mr. Todd Amaden. The board voted unanimously to adjourn the meeting at 7:00 pm.

Minutes taken by: Ruby Anderson

Minutes respectfully submitted by: Ruby Anderson

Attachment #1

Back to Basics Charter School Foundation, Inc.

Terrace Community Middle School Finance Committee

To: BTBCSF Board Members & Finance Committee

From: Gil Schisler, Treasurer

Date: 5/02/2018

RE: April 2018 YTD Operating Results

These results, as outlined in this report are based on unaudited financial data, and as such is to be used for informational purposes for management only and is not intended to convey Foundation financial data to the public.

Revenues:

YTD revenue total \$4,298.0k versus the plan of \$4,330.7k for a unfavorable variance of \$32.7k. FTE revenue are below by \$105.0k, mostly due to the district reducing the check amounts bi-weekly. SIT funds are ahead of plan this time of year, currently by \$50.7k of plan, variance of 25.8 %. This is due to the \$92k we received in January of this year. Reminder that these figures do not include the cash infusion that we received in February, this cash will supplement the reserves and allow us to survive the cuts until the new budget goes into effect in July. At this point it is not considered a revenue item so it will not help our profitability. Our projections are done with no fundraising dollars in the mix. We will of course advise as any issues develop.

Expenses:

YTD total spending totals \$4,225.6k vs the plan or \$ 4,140.5k for a variance of \$ 85.1k unfavorable. This majorit of this difference is caused by the payout of the Best and Brightest from previous months. Continued administration efforts to watching spending all the time. F&D will advise Board if there are issues developing. Spending activities are being closely monitored for all discretionary spending. However, are fully budgeted.

Net Asset Changes:

YTD Net asset changes are of \$72.4k versus the plan of \$190.2k. This is an unfavorable variance to the plan by \$117.8k, this combination of revenues and expense changes already discussed.

Cash Balances:

Cash balances and working capital liquidity increased by a net of \$6.7k month over month to \$1,371.7k. Of the cash balances \$1,149.2k is encumbered by the bonds and associated mortgages. The balance of \$222.5k is available to meet current foundation needs.

The next Series A bond interest payment of \$ 136,069 will occur on May 15, 2018. The next principle payment of \$145k will be paid on May 15, 2018. These are all covered in the encumbered funds balances and are funded monthly with our “mortgage” payment. All Series B bonds have been retired.

All required tax obligations and bond covenant filings are current and up to date.

Respectfully submitted,

Gil Schisler

Attachment #2

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Principal's Report

2018 - 2019 School Calendar - The previously approved calendar had to be revised after school districts received information from FLDOE that the testing schedule had changed. All FSA and EOC exams may not begin prior to May 1st, additionally the testing window has been reduced to 4 weeks. Therefore semester exams will take place after Memorial Day. As a result of this change SDHC and TCMS will take additional days off during the 2nd semester to reduce scheduled school days from 184 to 180. The day additional days off that TCMS has added are February 8th Fair Day, February 18th President's Day, March 25th Spring Break extended. SDHC will also take January 7th, March 4th and April 8th off. TCMS will have school on these days because we are beginning school a day later than the district, we are taking October 12th off for End of first quarter/teacher work day and our annual Fall Festival and we are ending school one day earlier.

Senate Bill 7026 - Some parts of this law took effect immediately and other parts must be implemented July 1, 2018.

Establishes the Office of Safe School within the FLDOE.

Creates the Florida Sheriff's Marshal Program within the DOE as a voluntary program to assist school districts and public schools in enhancing the safety and security of Students, Faculty, Staff and Visitors to Florida's Public School campuses.

Guardian Program: Modeled after sentinel program for universities in Polk County. This program has to be created by the local Sheriff for each county. Hillsborough County Sheriff has not decided if he will create this program in our district. SDHC school board has already announced that if there is a Guardian Program in our County that they will opt out. As they will meet the requirement by assigning SRO's in each school.

Charter School boards will need to decide if they are going to opt-in or out of the Guardian Program. If the Board approves, then the board will assign or hire a non-instructional staff member to volunteer as our Guardian employee and will need to meet the training requirement set by the sheriff. HCSO will conduct a 132 hour active assailant training. This person would not have arrest powers.

Currently Charter Schools do not have a SRO, School Safety Officer or Guardian Program. Many Charter's in the district are asking for the option to have a Guardian and are petitioning the Sheriff to create a program.

As a part of this bill Safe School funds will increase to about 3 times the amount that we are currently receiving. TCMS should expect to receive about \$30,000. As a part of this bill we will need to separate in the budget and must specify what the funds are being used for ie off-duty officers for school events, security cameras, gates, fences,

doors, window covering, bullet proof coating, etc. These funds could also be used to hire a school security personnel if we are implementing the Guardian Program.

Relevant Legislative Updates

145.2 Million was allocated for Capital Outlay (150 million was requested) I am not sure yet how millage will account.

7,408 unweight FTE which is \$101 increase. However BSA is a little more than 4,000 I am not sure yet of the exact BSA. It is important to note that the increase of \$101 in UFTE includes the Safe Schools increase which must be spent on safe school initiatives, therefore there is only .47 cents increase to BSA for flexible spending.

School Districts must now report to FLDOE annually how much they are collecting from Charters for the 5 or 2.5% admin fee. This will be a phase process. First how much is collected, then an independent 3rd party study to see what exactly the funds are being used for.

TCMS will be participating in the American Cancer Society's Relay for Life event at Greco Middle School Friday, April 13th from 6 -11pm for general public and until the next morning for teams who have participants spending the night.

Testing Begins on April 16th - May 11th

7th Grade will be heading to Key Largo on May 2nd - 4th

The Faculty and Staff will be performing in a Drama Performance on April 26th at 7PM

Attachment #3

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April Board Meeting Faculty Minutes

6th grade STEM is entered into an online wind turbine contest. Awaiting the results of the Hillsborough County Soil and Conservation district poster contest results.

We are very happy and excited to let you know that our children Robotics team (TCMS 6th and 7th grade students) won the Florida State FLL (First Lego League) Championship Award, stood 1st place , which was held in St. Augustine on April 8th. Also, their team (IncrediBotz) will be participating in the FLL Razorback invitational 2018 tournament which is scheduled to take place in Arkansas, during May 17th -20th. Students -Nitya Punjal (7), Trisha Sakamuri (6), Sat Sakamuri (6), Siv Sakamuri (6).

On Saturday March 10th a team of students from TCMS participated in the Regional Science Bowl. The competition took place at the Florida Solar Energy Center on the east coast. They competed against 20 other schools and teams for the second year in a row. This year they improved their standings and came in 5th place overall! The winner attend the National Championship in Washington DC. The following students participated: Vishvath Gouravelli, Avaneesh Venkat, Saeed Ansari, Ishan Patel, Pranith Geddapu

Mrs. Whittemore received 'Maker Space' items from HEF for her Critical Thinking students. An Ollie robot, Cricut machine, Bloxels game creators, LittleBits circuitry, K'Nex machines and a 3D printer will allow students to use their critical thinking skills to design and create real and virtual items. These items can be easily transported on a cart as she rotates to classrooms throughout the day as she is displaced due to testing.

Mrs. McCartney received 15 Kindle tablets and 15 LEGO Robot kits from the HEF (with the help of the Temple Terrace grant) that will allow her students to design, code and program robots for specific tasks. These Kindles also are essential to the business tech class as their laptops are being used for testing.

Both of these teachers can also pair their supplies in partnership with Mrs. Overdorff's STEM class (who is also displaced during testing). STEM has additional K'NEX kits, small robotics and circuitry kits that can be used with the Kindles or 8 available Android tablets.

The following students were chosen to participate in the Symphonic Celebrations Honor Band at USF at the end of the month: Arjun Manohar, Jenna Wen, Sarah Langdon, Noah McConnell, Adam Kasti, Lucy Pellenbarg, Anshuka Siddiqui, Jenny Xue

There is a Spring Trails Cleanup on April 7th that engages students from IMPACT club and parent volunteers removing invasive plants from the outdoor classroom. Trails will be maintained and improved by removing remaining downed branches and dead trees. In the following weeks, 7th grade students will be using the outdoor classroom in their ecology unit. They will be planting Florida native species and continuing to measure previously placed Bald cypress trees as well as tracking species on the trail cameras. The Sierra Club grant provided trail activities that also teach local ecology that the students will use during their time outdoors.

In 6th grade World History, we are working on a World Religion Project where students, working in pairs, research, analyze, discuss and present religions from the ancient world. They are making posters that we will hang around the room in a gallery walk-type setting. The students really enjoy this project because they begin to read, think and discuss other religions that they may hear about but have no reference points for yet in their lives....

Steam engine lab in 8th grade US History

Sixth grade Language Arts students will be starting their second round of seedlings in their Seedfolks Garden. Spring plantings will be done by the students through the end of the school year and harvested by summer staff. Photos will be posted on FB and Instagram for our school community to enjoy. The Temple Terrace Garden Club has invited us to apply again this year for the coming school year. Their usual offering is \$500, but we have been invited to apply for \$2,000.00! The tentative plan is to incorporate a hydroponics garden alongside our raised beds in order to make comparisons between growth rates and perform water quality testing as a science skill. We are taking recommendations on the project and are gladly accepting summer volunteer hours from parents for the garden and outdoor classroom.

TCMS had a student qualify to compete at the state level Mathcounts contest held at Daytona Beach. Avaneesh Venkat placed in the top 25th percent with 41st place out of over 200 students. This was his second year qualifying for state level!